OPP-9-6243
October 3, 1979

MEMORANDUM FOR: DDA ADP Control Officers

STAT   FROM   : [   ]
                         D Division
                         Office of Data Processing

STAT   VIA   : [   ]
                         Chief, D Division
                         Office of Data Processing

       SUBJECT   : Instruction for Preparation of Project
                         MERCURY Requirements

1.   You have been briefed on the objectives of the Office of Communications project MERCURY. In order to form the DDA requirements for this project, it is requested that you state your Office requirements to us in the following format for each project or system. We would appreciate the return of your requirements to me by 26 October, 1979.

2.   For each project, please state:

a.   A short description of the requirement;

b.   The type of data to be transmitted (i.e. cables, terminal to computer, computer to computer, etc.);

c.   Nature of the data (narrative, computer data, etc.);

d.   The volume of the data per transmission;

e.   The frequency of each type of transmission;

f.   The classification of the data;

g.   The priority of the transmissions;

h.   Type of response expected, if any;

i.   Priority of response;

j.   Additional information not covered above.

UNCLASSIFIED

3. If you have any questions regarding this project or your response, you may contact me on extension [   ]

STAT

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DISTRIBUTION:
          1 - each Addressee
          2 - ODP Registry
          1 - DD/A
          1 - originator
          1 - DD/Chrono

OFFICE OF LOGISTICS

I

a. Logistics Materiel Management System –

    Requisitions from the field. Requisitions will
    be transmitted electronically from stations
    around the world.

b. Terminal to Computer or Computer to Computer

c. Computer Data

d. 500 – 2000 Characters per Requisition.

    Requisitions may be sent in batches of 5 to 50.

e. Several times per day or nightly depending on the
    implimentation.

f. Top Secret

g. Routine for terminal to computer overnight for batch

h. An indication that the requisition or batch has
    been received

i. Routine

OFFICE OF LOGISTICS
II

a.   Logistics Materiel Management System -

      Logistics Officer interaction. Logistics Officers
      at stations around the world will access the
      Materiel Management for requisition status and
      materiel availability

b.   Terminal to Computer

c.   Queries, computer data

d.   10 - 500 characters

e.   10 - 30 per day per station

f.   Top Secret

g.   High

h.   Computer data returned

i.   High

OFFICE OF LOGISTICS

III

a. Logistics Materiel Management System -

    Communication with Component Materiel Management
    Systems. Components outside the DC area will
    transmit data to and receive data from the
    Logistics Materiel Management System.

b. Computer to Computer

c. Computer data

d. Up to 500,000 characters per batch

e. Nightly

f. Top Secret

g. Overnight

h. Indication that a batch has been received

i. Routine

OFFICE OF LOGISTICS

IV

a.   Logistics Materiel Management System –

   Property accounting and support to the small field station. The Logistics Officer will communicate with a central system rather than maintain a component system.

b.   Terminal to Computer

c.   Computer data, queries

d.   10 - 500 characters

e.   10 - 20 per day per station

f.   Top Secret

g.   High

h.   Computer data returned

i.   High

OFFICE OF LOGISTICS

V

a. Engineering Support and Space Configuration System –

Engineers and Logistics Officers outside the
DC area will use a Headquarters based system
to do engineering computations and to record
space allocation.

b. Terminal to Computer

c. Computer data, queries

d. 100 – 1000 characters per transmission

e. 5 – 20 per day per station

f. Top Secret

g. High

h. Computer data returned

i. High

OFFICE OF LOGISTICS

VI

a.   CONIF - Communication with [   ] Office   STAT

STAT   [   ] will maintain a small staff to input to
                and query the CONIF database

b.   Terminal to Computer, Computer to Computer

c.   Computer data

d.   20 - 1000 characters per entry

e.   100 - 300 transmissions per day - some data could
     be collected for batch transmission at night

f.   Top Secret

g.   High for terminal to computer
     Routine or overnight for computer to computer

h.   Response to a query
     An indication that a batch has been received

i.   High for queries
     Routine or overnight for batch transmission

OFFICE OF LOGISTICS

VII

a. Electronic Transmission of reports to the field.

    Reports currently produced by ETECS could be
    broken into segments and transmitted to the
    field as cables.

b. Cables

c. Narrative

d. - i. Individual report customers will have to be
         surveyed for this information

budget for supplies and equipment designated
as OTS cognizant. Budget responsibility
covers procurement of shelf available or
direct purchase items, establishment of
initial inventory levels, or for significant
increases in inventory levels of existing
stocks. Directorates are responsible for
providing OTS with requirements for agent
communications and other cognizant technical
equipment. In addition, OTS will justify
and budget for establishing initial
inventory levels for newly developed equip-
ment or for significant increases in
inventory levels of existing OTS cognizant
equipment.

b. The Office of SIGINT Operations (OSO) will
budget for [   ] material
which they withdraw from the logistics system
or which is directly procured. OSO will justify
and budget for establishing initial inventory
levels or for significant increases in inventory
levels of existing stocks of such equipment.

25X1

c.

25X1

d. Transfer of Equipment to Foreign
Governments. Sponsoring components
will budget for nonreimbursable
transfers of cognizant equipment
to foreign governments.

6. Communications Equipment and Services

a. Standard Communications Services. The
Office of Communications (OC) will budget
for operation of the Agency's general message
network, Headquarters Area telephone,
secure voice, facsimile data, TWX, and
message dissemination systems and
services. OC will also budget for
modernization of previously approved
and installed systems and services.
However, initial costs in connection with
new or expanded requirements for site preparation,
installation, rental and/or purchase of
necessary equipment and circuitry will be

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charged to the requesting component if OC has not had sufficient time to incorporate new requirements into its program. Thus, requesting components will pay all costs until funds can be made available in the OC budget.

b. Telephone Services. OC will budget for all telephone services within the Headquarters Area, including switchboard and service charges, installation costs, long-distance tolls and nonpublished telephone service from other Government agency switchboards. Operating components will budget for telephone services of [   ] overseas activities.

25X1

c. Communications Equipment Transfers. Sponsoring components will budget for nonreimbursable transfers of communications equipment to foreign governments.

25X1